

File in Place File

Rel: DDP Case File
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TO : CIA Records Administration Officer

FROM : Chief, CIA Archives and Records Center

SUBJECT: Duplication of CS Records in Center

DATE: 15 July 1963

The Center received approximately 224,000 aperture cards on 11 July 1963. These cards are identified under Item 22 of the RID Vital Record Deposit Schedule. When added to the number of cards already on deposit the new total is approximately 750,000 aperture cards.

According to the description in the VR Schedule these cards appear to duplicate the reel microfilm described in Item 19. There is a total of 1639 reels of this film on deposit in Vital Records.

This is a duplication of the CS documents that are in Project Walnut, and also duplicates the aperture cards furnished the respective field stations to which they pertain.

In addition to all the above duplication, the Center has approximately 10,000 to 12,000 cubic feet of hard copy of the same documents. From a records management standpoint, this would seem to be entirely too much duplication. Therefore, it is recommended that the DDP/RMO be contacted to see what can be done about it.

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